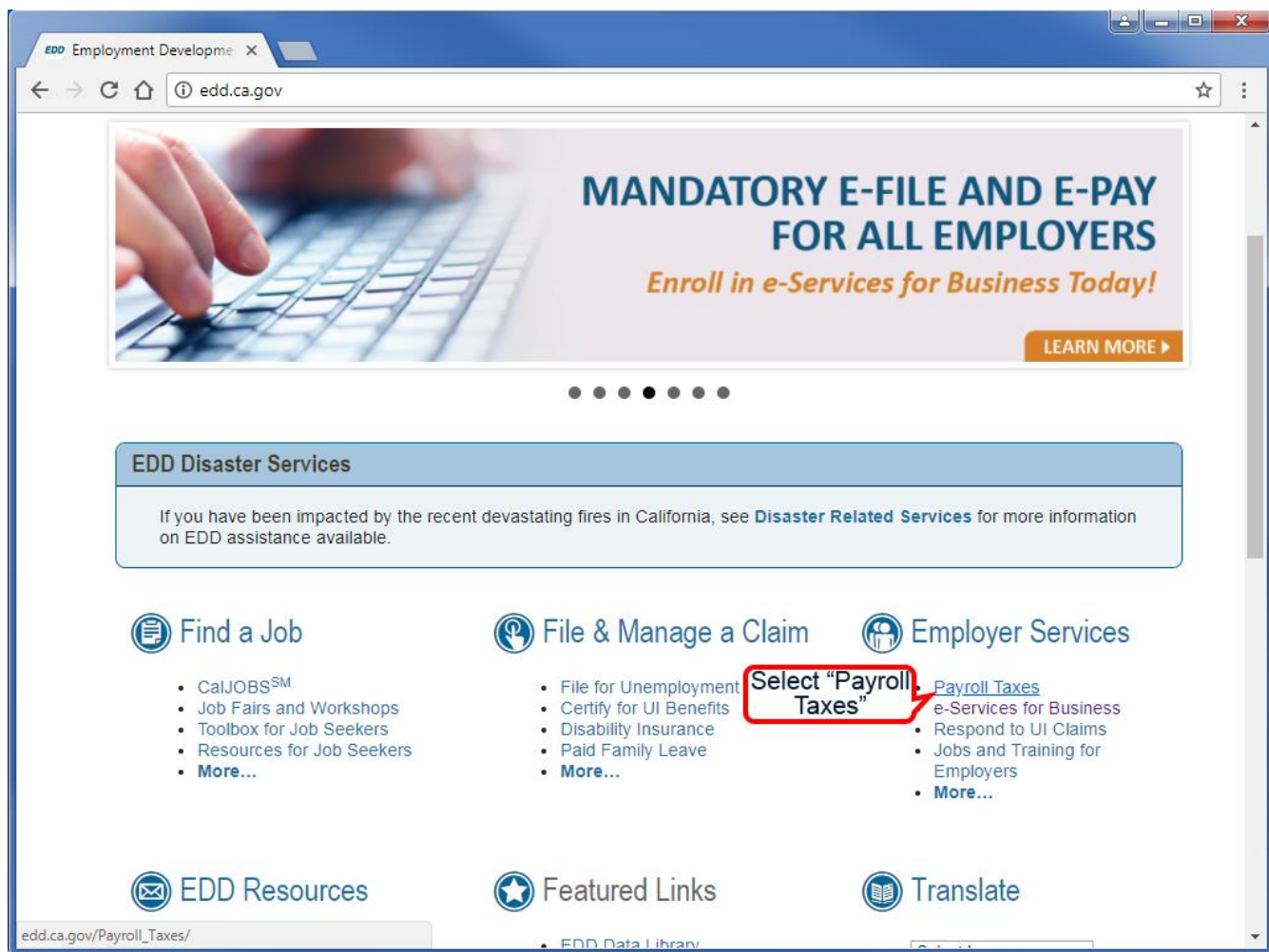


I Want to Register for a California Employer Payroll Tax Account Number for Employers of Household Workers

Slide notes

This tutorial was developed by the California Employment Development Department (EDD) to assist you with navigating through e-Services for Business.

This tutorial will show you how to register and obtain a household employer payroll tax account number. It is important to note that before you can use e-Services for Business to register, you must obtain a username and password. If you would like to learn how to enroll for a username and password refer to the tutorial “I Want to Enroll for a Username and Password to Use Employer Services Online.”



Slide notes

Welcome to the Employment Development Department home page. Notice the “Payroll Taxes” and “e-Services for Business” links in the Employer Services column. Select “Payroll Taxes” to start the registration process. Once you have registered and are using e-Services for Business to manage your employer payroll tax account, you can use the “e-Services for Business” link directly.

PLEASE NOTE: In order to use the online registration application, you must first enroll for a username and password.

The screenshot shows the EDD Payroll Taxes website. The browser address bar displays `edd.ca.gov/Payroll_Taxes/`. The navigation bar includes links for **About EDD**, **Find a Job**, **File & Manage a Claim**, **Employer Services**, and **EDD News**. The main heading is **Payroll Taxes**. Below this is an **Important Information** box with the title **State Law: Electronic File and Pay Requirement**. The text inside states: "As of January 1, 2018, all employers are required to **electronically** submit employment tax returns, wage reports, and payroll tax deposits to the Employment Development Department. You can use [e-Services for Business](#) to comply with this mandate. For more information, visit [E-file and E-pay Mandate for Employers](#)." Below the box, a paragraph reads: "Whether you are starting a new business, an existing employer, or a household employer, our goal is to help you find the resources and information that you need to succeed. For the latest news, visit [Payroll Tax News](#), the [California Employer Newsletter](#), and subscribe to EDD's e-mail subscription services. Our business is your success." The page is divided into three columns: **e-Services for Business**, **Getting Started**, and **Running Your Business**. The **Getting Started** column contains a red box around the link **Register as an Employer**. The **General Information** section at the bottom includes links for **General Information**, **Tax Practitioners**, and **Report Fraud**. The URL bar at the bottom shows `edd.ca.gov/Payroll_Taxes/Am_I_Required_to_Register_as_an_Employer.htm`.

Important Information

State Law: Electronic File and Pay Requirement

As of January 1, 2018, all employers are required to **electronically** submit employment tax returns, wage reports, and payroll tax deposits to the Employment Development Department. You can use [e-Services for Business](#) to comply with this mandate.

For more information, visit [E-file and E-pay Mandate for Employers](#).

Whether you are starting a new business, an existing employer, or a household employer, our goal is to help you find the resources and information that you need to succeed. For the latest news, visit [Payroll Tax News](#), the [California Employer Newsletter](#), and subscribe to EDD's e-mail subscription services. Our business is your success.

e-Services for Business

- Enroll or Login
- e-Services for Business
- Frequently Asked Questions
- Tutorials
- [More...](#)

Getting Started

- **Select "Register as an Employer"**
- [What Are State Payroll Taxes?](#)
- [Register as an Employer](#)
- [Required Filings and Due Dates](#)
- [Payroll Tax Seminars](#)
- [More...](#)

Running Your Business

- [File and Pay Options](#)
- [Rates and Withholding](#)
- [Changes to Your Business](#)
- [Federal Unemployment Tax Act \(FUTA\)](#)
- [More...](#)

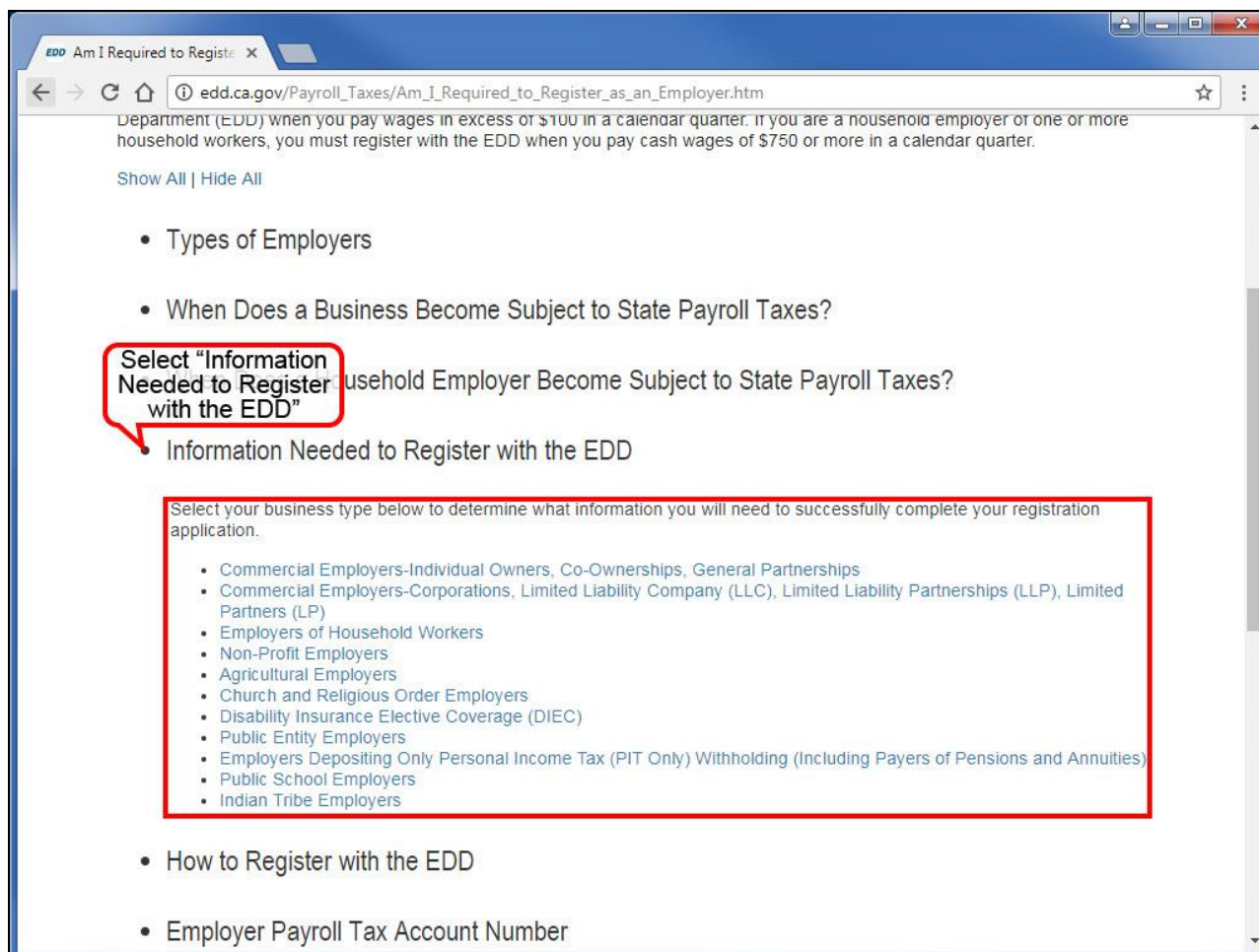
General Information

[General Information](#) [Tax Practitioners](#) [Report Fraud](#)

`edd.ca.gov/Payroll_Taxes/Am_I_Required_to_Register_as_an_Employer.htm`

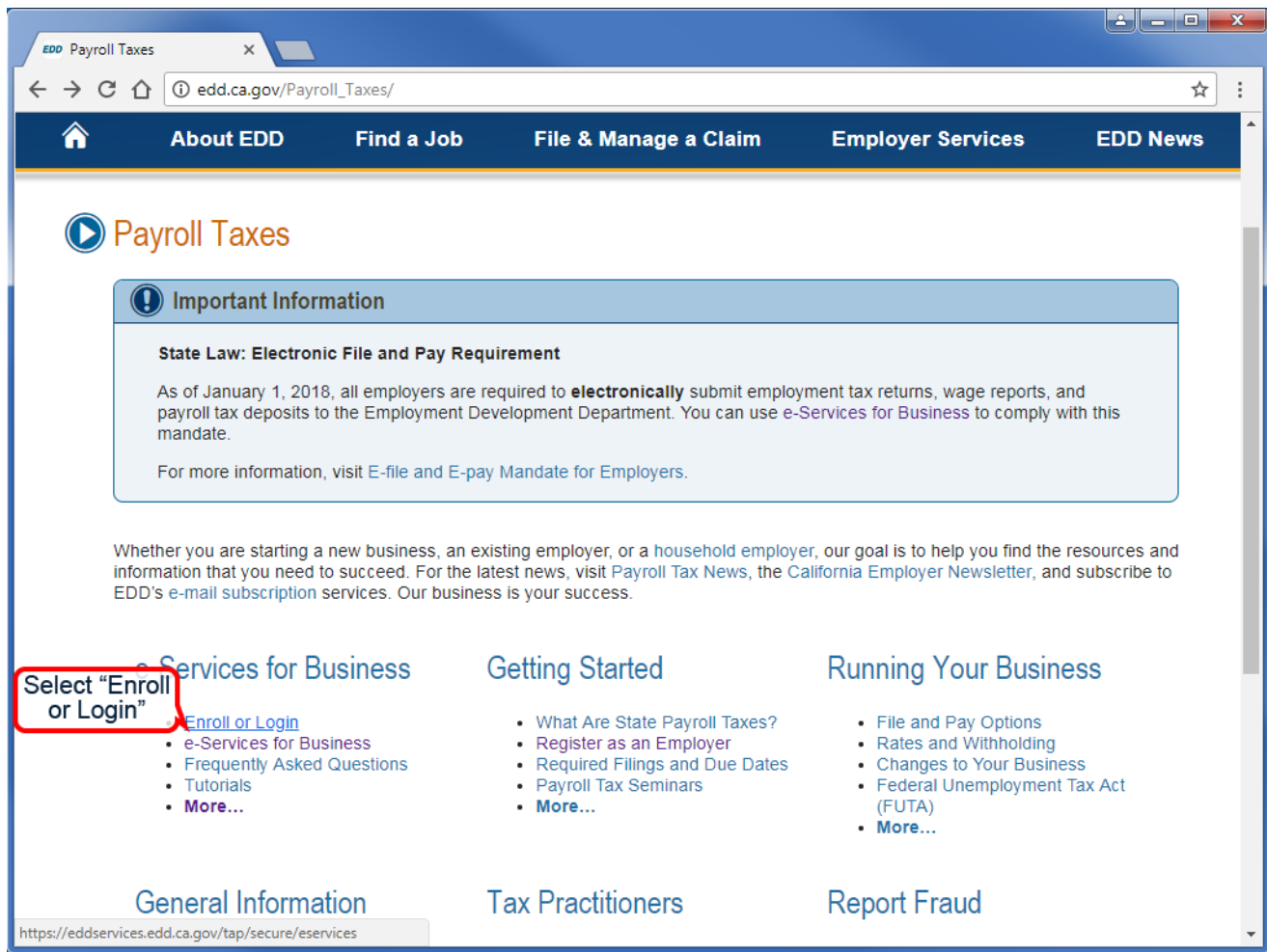
Slide notes

Select "Register as an Employer" under the "Getting Started" column.



Slide notes

This page contains information to help you determine if you need to register for an employer payroll tax account number and what your responsibilities are as an employer. Select “Information Needed to Register with the EDD.” Select your type of business for a list of information you will need to begin the registration process.



Slide notes

When you have all of your information available you can start the login process. Select the back button on your browser to go to the “Payroll Taxes” page. Select the “Enroll or Login” link.

EDD Employer Services Online X

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My Profile

CA.gov State of California Employment Development Department

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Employer Services Online

Employer Services Online allows you to access e-Services for Business, eWOTC, or SIDES E-Response. If you are a new user, you must first complete a one-time enrollment process.

Login

Username: [Forgot username?](#)

Password: [Forgot password?](#)

Note: Password is case sensitive.

Select "Login"

Enroll

Enroll for a username and password to access Employer Services Online.

Slide notes

Enter your username and password that you obtained previously. Select "Login."

EDD e-Services for Business

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[e-Services FAQs](#) [e-Services Tutorials](#) [Contact Payroll Taxes](#) [Employer Services Online](#)

[e-Services for Business](#) [Log Out](#)

[e-Services Enrollment](#)

1. Welcome to e-Services for Business

Welcome to e-Services for Business

Select Existing Employer if you are any one of the following:

- An employer who already has an employer payroll tax account number.
- An employer representative/payroll agent.
- An individual/business who is reporting Independent Contractor(s).

Select New Employer if you are:

- An employer and need to register for an employer payroll tax account number.
- Do not select this option if you are an employer representative/payroll agent.

I am a(n) ☐ Existing Employer ☒ New Employer

Select an option
Select an option

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Select "New Employer."

e-Services for Business

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[e-Services Enrollment](#)

1. Welcome to e-Services for Business

Welcome to e-Services for Business

Select Existing Employer if you are any one of the following:

- An employer who already has an employer payroll tax account number.
- An employer representative/payroll agent.
- An individual/business who is reporting Independent Contractor(s).

Select New Employer if you are:

- An employer and need to register for an employer payroll tax account number.
- Do not select this option if you are an employer representative/payroll agent.

I am a(n) ☐ Existing Employer ☒ New Employer

Select "Next"

[< Previous](#) [Next >](#)

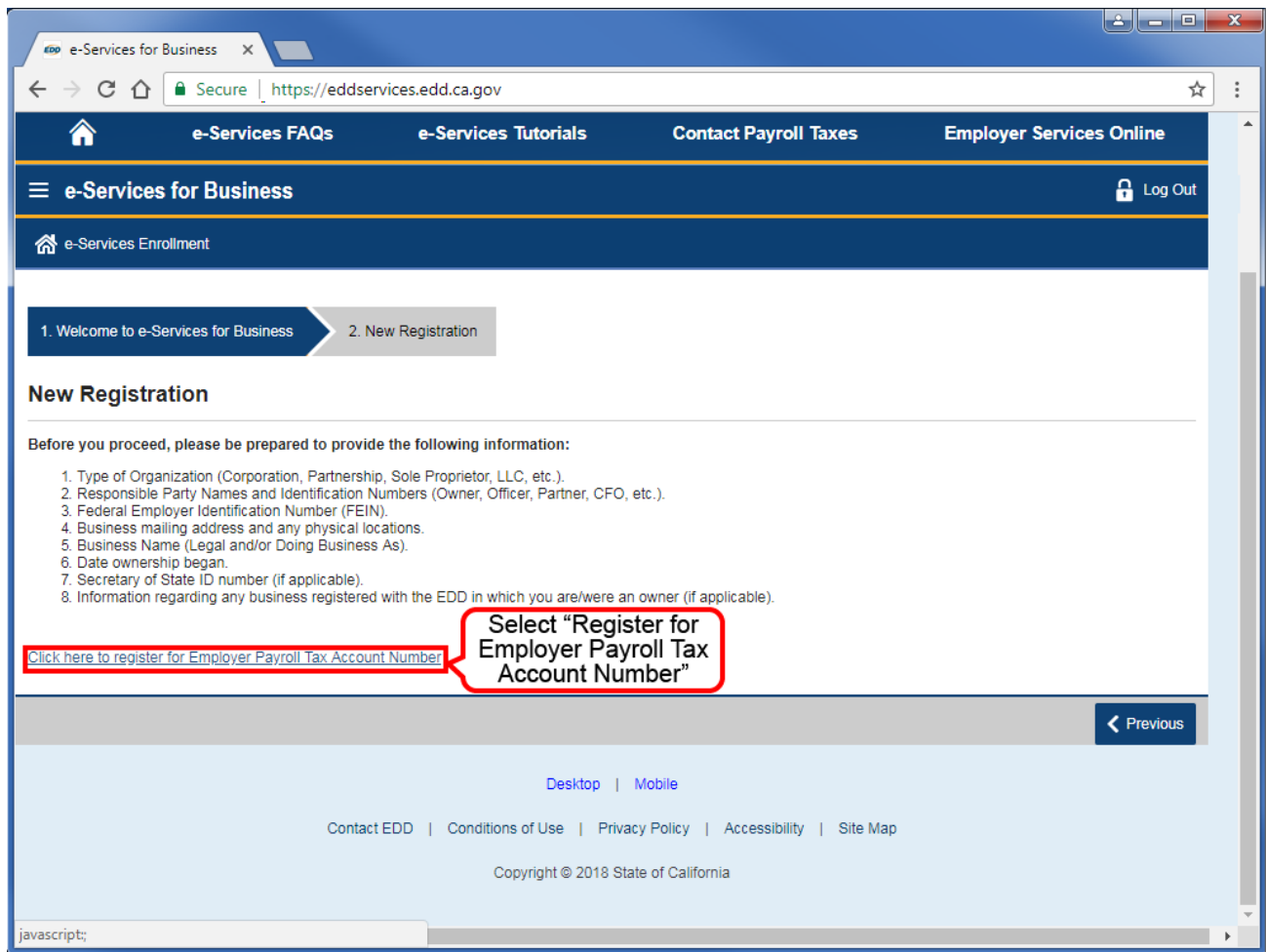
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Slide notes

Select "Next" to continue.



Slide notes

Select "Register for Employer Payroll Tax Account Number."

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Register a New Account (DE1)

1. Reason for Application

Reason for Application

All employers conducting business in California are subject to the employment tax laws of the California Unemployment Insurance Code (CUIC). Once a business hires an employee, the business is considered an employer and must register with the Employment Development Department (EDD) within 15 days after paying wages in excess of \$100 in a quarter (household employers must register after paying wages in excess of \$750 in a quarter).

Select one of the following reasons for requesting a new employer payroll tax account number

Select a Reason Required Required

- Required
- Hired Employees
- New Business**
- Other
- Purchased a Business

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Select the reason that best describes why you are applying for a new employer payroll tax account number. For this example, we select “New Business.”

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≡ e-Services for Business Log Out

Register a New Account (DE1)

1. Reason for Application

Reason for Application

All employers conducting business in California are subject to the employment tax laws of the California Unemployment Insurance Code (CUIC). Once a business hires an employee, the business is considered an employer and must register with the Employment Development Department (EDD) within 15 days after paying wages in excess of \$100 in a quarter (household employers must register after paying wages in excess of \$750 in a quarter).

Select one of the following reasons for requesting a new employer payroll tax account number

Select a Reason

New Business: Select if this is a new business that has not been previously registered with the EDD.

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Slide notes

Select "Next" to continue.

The screenshot shows the 'e-Services for Business' portal at <https://eddservices.edd.ca.gov>. The navigation bar includes links for 'e-Services FAQs', 'e-Services Tutorials', 'Contact Payroll Taxes', and 'Employer Services Online'. A 'Log Out' button is in the top right. Below the navigation bar, there's a 'Register a New Account (DE1)' link. The main content area is titled 'Employer Type Information' and shows a progress bar with '1. Reason for Application' and '2. Employer Type Information'. The 'Employer Type Information' section has two dropdown menus: 'Select an Employer Type' (set to 'Household') and 'Select an Organization Type' (set to 'Required'). The 'Select an Organization Type' dropdown is open, showing options: 'Required', 'Co-Ownership', 'Corporation', 'General Partnership', and 'Individual / Sole Proprietor'. The 'Individual / Sole Proprietor' option is highlighted with a red box and the text 'Select "Individual / Sole Proprietor"'. Below the dropdown, there's a question: 'CA law allows employers to elect to pay employment taxes annually instead of quarterly. Would you like the option to pay employment taxes annually instead of quarterly?'. There are 'Yes' and 'No' buttons, with 'Required' text next to the 'No' button. At the bottom, there are 'Save Draft', 'Cancel', 'Previous', and 'Next' buttons. The footer includes links for 'Desktop', 'Mobile', 'Contact EDD', 'Conditions of Use', 'Privacy Policy', 'Accessibility', and 'Site Map', and a copyright notice for 2018 State of California.

Slide notes

Now you will select the "Organization Type" that best describes your business. Use the drop down menu and select from the available choices. For this example, we select "Individual / Sole Proprietor."

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e-Services for Business [Log Out](#)

[Register a New Account \(DE1\)](#)

1. Reason for Application 2. Employer Type Information

Employer Type Information

Select an Employer Type

Select an Organization Type

An employing unit providing household/domestic services (private home, local college club, or local chapter of a college fraternity or sorority).

CA law allows employers of household workers who pay less than \$20,000 in wages per year the option to pay employment taxes annually instead of quarterly. Would you like the *Employer of Household Worker Election Notice* (DE 89) mailed to you with instructions on how to elect to pay annually?

☐ Yes ☒ No Required

Select "No"

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Slide notes

Next answer “Yes” or “No” to the question, “Would you like the *Employer of Household Worker Election Notice* (DE 89) mailed to you with instructions on how to elect to pay annually?” For more information about this election, refer to *Information Sheet: Household Employment* (DE 231L) available on the EDD website at http://www.edd.ca.gov/pdf_pub_ctr/de231l.pdf. For this example, we select “No.”

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e-Services for Business Log Out

Register a New Account (DE1)

1. Reason for Application 2. Employer Type Information

Employer Type Information

Select an Employer Type

Select an Organization Type

An employing unit providing household/domestic services (private home, local college club, or local chapter of a college fraternity or sorority).

CA law allows employers of household workers who pay less than \$20,000 in wages per year the option to pay employment taxes annually instead of quarterly. Would you like the *Employer of Household Worker Election Notice* (DE 89) mailed to you with instructions on how to elect to pay annually?

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Select "Next" to continue.

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Register a New Account (DE1)

1. Reason for Application 2. Employer Type Information 3. Wage Information

Wage Information

From 10/1/2017 to 12/31/2017 you first paid cash wages of:

- **Less than \$750:** You are not required to register.
- **Between \$750 to \$999.99:** You are required to register, to report employee wages, and withhold State Disability Insurance (SDI) from your employees' wages.
- **\$1,000 or more:** You are required to register, to report employee wages, pay Unemployment Insurance (UI) and Employment Training Tax (ETT), and withhold State Disability Insurance (SDI) from your employees' wages.

In the prior quarter: **Select "Less than \$750"** Required Required

Required
\$1,000 or more
Between \$750 and \$999.99
Less than \$750

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Slide notes

It is important that you identify which quarter you first paid wages in excess of \$750. For this example, we select "Less than \$750" as being paid in the prior quarter.

EDD e-Services for Business X

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Register a New Account (DE1)

1. Reason for Application 2. Employer Type Information 3. Wage Information

Wage Information

From 10/1/2017 to 12/31/2017 you first paid cash wages of:

- **Less than \$750:** You are not required to register.
- **Between \$750 to \$999.99:** You are required to register, to report employee wages, and withhold State Disability Insurance (SDI) from your employees' wages.
- **\$1,000 or more:** You are required to register, to report employee wages, pay Unemployment Insurance (UI) and Employment Training Tax (ETT), and withhold State Disability Insurance (SDI) from your employees' wages.

In the prior quarter, what was the total of cash wages paid? Less than \$750

From 1/1/2018 to 3/31/2018 you first paid cash wages of:

- **Less than \$750:** You are not required to register.
- **Between \$750 to \$999.99:** You are required to register, to report employee wages, and withhold State Disability Insurance (SDI) from your employees' wages.
- **\$1,000 or more:** You are required to register, to report employee wages, pay Unemployment Insurance (UI) and Employment Training Tax (ETT), and withhold State Disability Insurance (SDI) from your employees' wages.

In the current quarter, what was the total of cash wages paid? **Select "\$1,000 or more"** Required Required

Required
\$1,000 or more
Between \$750 and \$999.99
Less than \$750

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The next part of this question is to determine how much you paid in total cash wages for the current quarter. For this example, we select "\$1,000 or more" for the current quarter.

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Register a New Account (DE1)

1. Reason for Application 2. Employer Type Information 3. Wage Information

Wage Information

From 10/1/2017 to 12/31/2017 you first paid cash wages of:

- **Less than \$750:** You are not required to register.
- **Between \$750 to \$999.99:** You are required to register, to report employee wages, and withhold State Disability Insurance (SDI) from your employees' wages.
- **\$1,000 or more:** You are required to register, to report employee wages, pay Unemployment Insurance (UI) and Employment Training Tax (ETT), and withhold State Disability Insurance (SDI) from your employees' wages.

In the prior quarter, what was the total of cash wages paid? Less than \$750

From 1/1/2018 to 3/31/2018 you first paid cash wages of:

- **Less than \$750:** You are not required to register.
- **Between \$750 to \$999.99:** You are required to register, to report employee wages, and withhold State Disability Insurance (SDI) from your employees' wages.
- **\$1,000 or more:** You are required to register, to report employee wages, pay Unemployment Insurance (UI) and Employment Training Tax (ETT), and withhold State Disability Insurance (SDI) from your employees' wages.

In the current quarter, what is the total of cash wages paid? \$1,000 or more

Select "Next"

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Select "Next" to continue.

The screenshot shows the EDD e-Services for Business website. The browser address bar displays <https://eddservices.edd.ca.gov>. The navigation bar includes links for e-Services FAQs, e-Services Tutorials, Contact Payroll Taxes, and Employer Services Online. The main header shows 'e-Services for Business' with a 'Log Out' button. Below the header, there is a 'Register a New Account (DE1)' link. The progress bar indicates four steps: 1. Reason for Application, 2. Employer Type Information, 3. Wage Information, and 4. Employee Information. The 'Employee Information' section is active, and a red box highlights the instruction 'Select \"Yes\"' for the first question: 'Do you have employees working in California?'. The 'Yes' button is selected. A yellow box highlights the 'Select an option' dropdown menu. Below this, there is a definition of 'Employment' and a second question: 'Do you only employ your spouse, parents, or minor child(ren)?'. The 'Yes' button is also selected. At the bottom, there are 'Save Draft', 'Cancel', 'Previous', and 'Next' buttons. The footer includes links for Desktop, Mobile, Contact EDD, Conditions of Use, Privacy Policy, Accessibility, and Site Map, along with a copyright notice for 2018 State of California.

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e-Services for Business Log Out

Register a New Account (DE1)

1. Reason for Application 2. Employer Type Information 3. Wage Information 4. Employee Information

Employee Information Select "Yes"

Do you have employees working in California? ☒ Yes ☐ No [Select an option](#)

"Employment" does not include service performed by a child under the age of 18 years in the employ of his/her father or mother, or service performed by an individual in the employ of his/her son, daughter, or spouse, including, effective January 1, 2005, the employee's registered domestic partner. (Section 631 of the California Unemployment Insurance Code)

Do you only employ your spouse, parents, or minor child(ren)? ☒ Yes ☐ No [Select an option](#)

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Next we need to know if you have employees working in California and whether they are family members. Select "Yes" or "No" for each question.

For this example, we select "Yes" to the question "Do you have employees working in California?"

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[Register a New Account \(DE1\)](#)

1. Reason for Application > 2. Employer Type Information > 3. Wage Information > 4. Employee Information

Employee Information

Do you have employees working in California? ☒ Yes ☐ No

"Employment" does not include service performed by a child under the age of 18 years in the employ of his/her father or mother, or service performed by an individual in the employ of his/her son, daughter, or spouse, including, effective January 1, 2005, the employee's registered domestic partner. (Section 631 of the California Unemployment Insurance Code)

Do you only employ your spouse, parents, or minor child(ren)? ☐ Yes ☒ No Select an option

Select an option

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For this example, we select “No” to the question “Do you only employ your spouse, parents, or minor child(ren)?”

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[Register a New Account \(DE1\)](#)

1. Reason for Application > 2. Employer Type Information > 3. Wage Information > 4. Employee Information

Employee Information

Do you have employees working in California?

"Employment" does not include service performed by a child under the age of 18 years in the employ of his/her father or mother, or service performed by an individual in the employ of his/her son, daughter, or spouse, including, effective January 1, 2005, the employee's registered domestic partner. (Section 631 of the California Unemployment Insurance Code)

Do you only employ your spouse, parents, or minor child(ren)?

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Select "Next" to continue.

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[Register a New Account \(DE1\)](#)

1. Reason for Application > 2. Employer Type Information > 3. Wage Information > 4. Employee Information > 5. Responsible Party Information

Responsible Party Information

Incomplete

Responsible Party

ID Type:

First Name / Middle Initial:

Last Name / Suffix:

Date of Birth:

CA Driver License No.:

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Enter the "Responsible Party" information. Select "Next" to continue.

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Register a New Account (DE1)

2. Employer Type Information 3. Wage Information 4. Employee Information 5. Responsible Party Information 6. Business Information

Business Information

Date Ownership Began Operating XX-Jan-XXXX

Previously Been a Principal Owner Registered with EDD? Yes No

Select "No"

Select an option

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Slide notes

Enter the "Date Ownership Began Operating" and answer "Yes" or "No" to the question, "Previously Been a Principal Owner Registered with EDD?" For this example, we select "No."

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Register a New Account (DE1)

2. Employer Type Information 3. Wage Information 4. Employee Information 5. Responsible Party Information 6. Business Information

Business Information

Date Ownership Began Operating XX-Jan-XXXX

Previously Been a Principal Owner Registered with EDD? Yes No

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Select "Next" to continue.

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Register a New Account (DE1)

1. Registration 2. Wage Information 3. Wage Information 4. Employee Information 5. Responsible Party Information 6. Business Information 7. Industry Information

Industry Information

Select Industry Activity: Other

Describe Product/Service: Testing Required

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Select the “Industry Activity” that best fits your company and describe your product or service in detail. For this example, we select “Other” and typed in “Testing” for the description. Select “Next” to continue.

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Register a New Account (DE1)

on > 4. Employee Information > 5. Responsible Party Information > 6. Business Information > 7. Industry Information > 8. Business Information

Business Information

DBA Name

I have a Federal Tax ID No.

Federal Tax ID No. (FEIN) Required

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If applicable, enter the DBA name of your company. If you do not have a DBA, leave this field blank. This is the name that may be used on communications sent from the EDD to you. It is very important that the EDD establishes your employer payroll tax account with the correct name. If you have a Federal Tax ID number select "Yes" and enter it. Select "Next" to continue.

EDD e-Services for Business X

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Register a New Account (DE1)

5. Responsible Party Information > 6. Business Information > 7. Industry Information > 8. Business Information > 9. Location Address Information

Location Address Information

Select Country: USA

Street: 123 ANY ST

Street 2: Ex: PMB 24

Select Unit Type: Ex: Suite

Unit: Ex: 227

City: SACRAMENTO

Select State: CALIFORNIA

Zip Code: 95814 Required

Is your mailing address the same as your location address? ☒ Yes ☐ No Select an option

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Slide notes

Now we are going to move on to your business "Location Address." If your mailing address is different from your location address, select "No" for the mailing address question. A new section will appear to enter your mailing address. For this example, we select "Yes."

EDD e-Services for Business X

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Register a New Account (DE1)

5. Responsible Party Information 6. Business Information 7. Industry Information 8. Business Information 9. Location Address Information

Location Address Information

Select Country

Street

Street 2 Ex: PMB 24

Select Unit Type Ex: Suite

Unit Ex: 227

City

Select State

Zip Code

Is your mailing address the same as your location address? ☒ Yes ☐ No

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Slide notes

Select "Next" to continue.

The screenshot shows a web browser window with the URL <https://eddservices.edd.ca.gov>. The page header includes navigation links: [e-Services FAQs](#), [e-Services Tutorials](#), [Contact Payroll Taxes](#), and [Employer Services Online](#). Below the header, there is a section for **e-Services for Business** with a [Log Out](#) button and a link to [Register a New Account \(DE1\)](#). A progress bar indicates the current step is 10. Business Contact Information, following steps 6, 7, 8, and 9. The form fields are: Phone Number (X-XXX-XXX-XXXX), Extension, Fax Number, Business E-mail Address (E-SERVICES4U@EDD.CA.GOV), and a checkbox for "I want to allow e-mail contact" with "Yes" and "No" options. The "Yes" option is selected. At the bottom, there are buttons for "Save Draft", "Cancel", "Previous", and "Next". A red box highlights the "Next" button with the text "Select 'Next'". The footer includes links for [Contact EDD](#), [Conditions of Use](#), [Privacy Policy](#), [Accessibility](#), and [Site Map](#), along with the copyright notice "Copyright © 2018 State of California".

Slide notes

Now you will enter your “Business Contact” information. You can also select to be contacted by the EDD using email, if needed. For this example, we select “Yes” and enter an email. Select “Next” to continue.

e-Services for Business x

Secure | <https://eddservices.edd.ca.gov>

8. Business Information > 9. Location Address Information > 10. Business Contact Information > 11. Taxpayer Representative Contact Information

Taxpayer Representative Contact Information

Enter the name, phone number, and e-mail address of the person authorized to provide the EDD with information needed to maintain your employer account. If the contact person is an outside accountant, agent, or tax representative, also complete and submit a *Power of Attorney Declaration* (DE 48).

First Name

Middle Initial

Last Name

Suffix

Phone Number

Extension

Fax Number

E-mail Address

I want to add representative's address:

[Save Draft](#) [Cancel](#) [< Previous](#) [Next >](#)

[Desktop](#) | [Mobile](#)

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Slide notes

You may add the “Taxpayer Representative Contact” information to your account. If you choose this option, enter the name, phone number, and email address of the person authorized to provide the EDD with information needed to maintain your employer payroll tax account. If the contact person is an outside accountant, agent, or tax representative complete and submit a *Power of Attorney Declaration* (DE 48).

If the address of your representative is different from your business address and you want to provide it to the EDD, select “Yes” to the statement “I want to add representative’s address.” If you do not wish to provide the address, select “No.” Select “Next” to continue.

The screenshot shows a web browser window with the URL <https://eddservices.edd.ca.gov>. The page is titled "Employment Development Department" and "e-Services for Business". A navigation bar includes links for "e-Services FAQs", "e-Services Tutorials", "Contact Payroll Taxes", and "Employer Services Online". A "Log Out" button is visible. A progress bar indicates the current step is "12. Payroll Agent Information", with previous steps being "9. Location Address Information", "10. Business Contact Information", and "11. Taxpayer Representative Contact Information".

Payroll Agent Information

Are you an authorized Payroll Agent?

Does this business use professional assistance (bookkeeping, accounting, etc.) for payroll reporting?

At the bottom right, a red box highlights the "Next" button with the text "Select 'Next'". Other buttons include "Save Draft", "Cancel", "Previous", and "Next". The footer contains links for "Desktop" and "Mobile", and a copyright notice for 2018 State of California.

Slide notes

Now you will answer questions about the use of a payroll reporting agent. If you are an authorized payroll agent and use professional assistance with payroll reporting, answer these questions, "Yes." For this example, we select "No" to both questions. Select "Next" to continue.

The screenshot shows a web browser window with the address bar displaying "https://eddservices.edd.ca.gov". The page has a blue header with the text "e-Services for Business". Below the header is a navigation bar with five steps: "Business Information", "10. Business Contact Information", "11. Taxpayer Representative Contact Information", "12. Payroll Agent Information", and "13. Declaration". The "13. Declaration" step is highlighted. The main content area is titled "Declaration" and "Register for Employer Payroll Tax Account Number". It contains a certification statement: "I certify under penalty of perjury that the information provided is true, correct, and complete, and that these actions are not being taken to receive a more favorable Unemployment Insurance rate. I further certify that I have the authority to sign on behalf of this business." Below this is a form with the following fields: First Name (JANE), Middle Initial, Last Name (DOE), Suffix, Title (OWNER), Phone Number (X-XXX-XXX-XXXX), and Extension. The Phone Number field is highlighted with a red border and has a red "Required" label next to it. At the bottom of the form are buttons for "Save Draft", "Cancel", "Previous", and "Submit". A red box highlights the "Submit" button with the text "Select 'Submit'". The footer contains links for "Desktop" and "Mobile", a list of links: "Contact EDD", "Conditions of Use", "Privacy Policy", "Accessibility", and "Site Map", and a copyright notice: "Copyright © 2018 State of California".

EDD e-Services for Business

Secure | https://eddservices.edd.ca.gov

Business Information > 10. Business Contact Information > 11. Taxpayer Representative Contact Information > 12. Payroll Agent Information > 13. Declaration

Declaration

Register for Employer Payroll Tax Account Number

I certify under penalty of perjury that the information provided is true, correct, and complete, and that these actions are not being taken to receive a more favorable Unemployment Insurance rate. I further certify that I have the authority to sign on behalf of this business.

First Name: JANE

Middle Initial:

Last Name: DOE

Suffix:

Title: OWNER

Phone Number: X-XXX-XXX-XXXX Required

Extension:

Save Draft Cancel Previous Submit

Desktop | Mobile

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Slide notes

Finally, you will complete the "Declaration Page." The declaration page is very important. This is where you certify under penalty of perjury that the information provided is true, correct, complete, and that these actions are not being taken to receive a more favorable Unemployment Insurance rate. You further certify that you have the authority to sign on behalf of this business.

The "Submit" button is now available at the bottom of the page. You may review all the information you entered using the "Previous" and "Next" buttons.

Now that all the questions have been completed, we are ready to select "Submit."

EDD e-Services for Business X

Secure | <https://eddservices.edd.ca.gov>

Business Information > 10. Business Contact Information > 11. Taxpayer Representative Contact Information > 12. Payroll Agent Information > 13. Declaration

Declaration

Register for Employer Payroll Tax Account Number

I certify under penalty of perjury that the information provided is true, correct, and complete, and that these actions are not being taken to receive a more favorable Unemployment Insurance rate. I further certify that I have the authority to sign on behalf of this business.

First Name JANE

Middle Initial

Last Name DOE

Suffix

Title PRESIDENT

Phone Number X-XXX-XXX-XXXX

Extension

Are you sure you want to submit this request?

Select "Ok" Ok Cancel

Save Draft Cancel Previous Submit

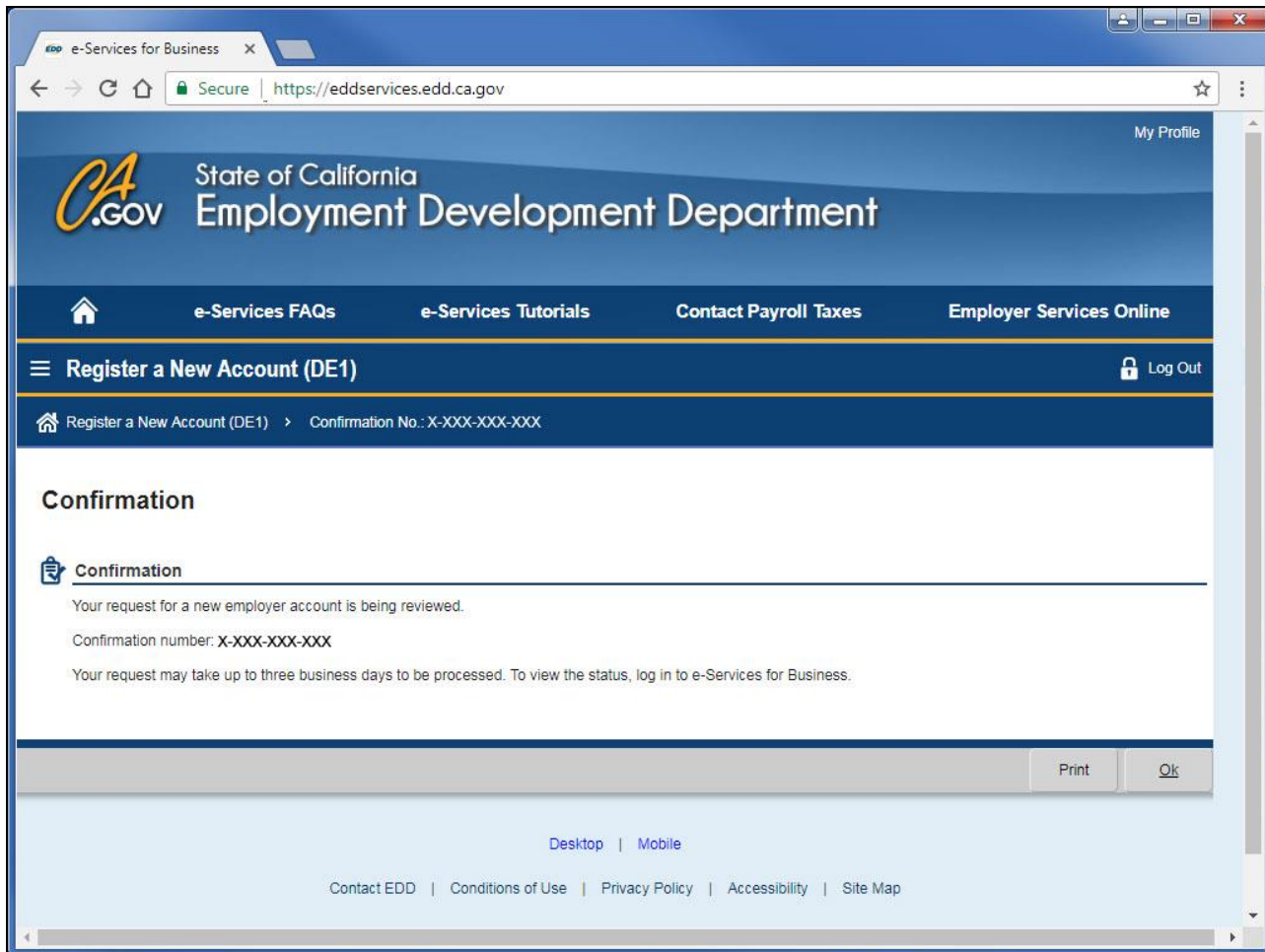
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Slide notes

Are you sure you want to submit this request? Select "Ok" to continue.



Slide notes

Here is your confirmation number for the new employer payroll tax account number you requested.

You can print a copy for your records.

Once your request has been processed, you will receive an email to the email address you used to enroll in e-Services for Business. Most requests are processed within a few minutes, but may take up to three business days.

Other Resources
www.edd.ca.gov

Taxpayer Assistance Center
1-888-745-3886

Slide notes

Thank you for taking the time to watch this tutorial on registering for a household employer payroll tax account number.

Be sure to view our other tutorials demonstrating how to file bulk returns, make bulk payments, and the many other actions available in e-Services for Business.

Other resources are available at www.edd.ca.gov or by calling the Taxpayer Assistance Center at 1-888-745-3886.